



**TRUCKEE TAHOE AIRPORT DISTRICT
BOARD OF DIRECTOR STAFF REPORT**

AGENDA TITLE: Community Benefit Warehouse Space

MEETING DATE: May 23, 2018

PREPARED BY: Hardy Bullock, Director of Aviation & Community Services

RECOMMENDED ACTION: Accept information and offer guidance to staff regarding the proposed use of vacant warehouse space D2.

DISCUSSION: The Tahoe Food Hub (TFH) was given a graduated lease agreement for warehouse space D1. Space D2 is the adjoining warehouse space configured identically measuring 4000 square feet. Minor differences including support pillars and door configuration exist but the space is nearly identical. Various groups have approached the District and expressed interest in leasing the space. Two groups are presenting at the May 23, 2018 Board meeting with their concept of community based use for the space.

The first group is Project Mana. Their mission statement:

Reduce the incidence of hunger and its detrimental effects upon individuals, families, the community and the region.

Deidre Ledford, Executive Director has meet with Staff on several occasions providing supporting material and information related to the ultimate use of the space. The use of the space will be commensurate with the mission of the organization and has potential to create synergy with the neighboring Food Hub organization. Key components of the proposal include:

1. Using the space for warehouse storage of non-perishable foods that feed people in need.
2. Reduction of overhead based on a graduated lease allowing additional services to the community.
3. Shared community conference room inside space.

4. Repayment of tenant improvements.

The second group is Truckee River United Futbol Club (TRU-FC). Their mission statement:

The mission of the Truckee River United Futbol Club is to provide year-round, highly competitive soccer programs designed to enhance the development of soccer as a sport and culture; promote a positive soccer environment where sportsmanship and teamwork is highly valued; provide premier-level coaching and training opportunities; and improve each player's ability by training them to their fullest potential.

Interim Executive Director Casey Eberhardt has discussed the potential plans for the warehouse space with Staff. Key components of the TRU-FC use for the space include:

1. An open space consisting of turf for soccer, lacrosse, and other sports related uses.
2. Truckee weather limits sports teams and clubs which require agility training along with warmup training and drills. The space would provide an affordable venue for a variety of activities.
3. The venue could be used for other special purposes such as emergency shelter or community gatherings based on little or no internal walls or obstructions.
4. Low cost of tenant improvements. Essentially the group only requests a few pads on the supporting poles and some covering on the walls.

The Board has the opportunity to give additional warehouse space to community based, non-profit groups using the graduated lease concept. Considerations include:

1. Current forgone revenue from the approved warehouse graduated leases of approximately \$309,606. This includes the Makerspace Lease terminating in 2022 and the Food Hub Lease terminating in 2023. The D2 space will add another \$147,606 in foregone revenue over the next 5 year term should the Board release the space on the community graduated lease structure.
2. To date the District has spent approximately \$150,000 and approved \$93,500 for one time warehouse improvements allowing the modification to an approved public space for use by the Makerspace and the Food Hub. Additionally an estimated \$65,000 will be needed to add required power services to the remaining spaces. Staff currently has no estimation for future capital improvements until a final use is proposed.
3. The District contribution to the warehouse falls under our approved facility maintenance plan. The space currently supports a warehouse use with a storage height of less than 12 feet for non-flammable materials. Commercial uses and tenants are available should the Board direct staff to lease the structure/spaces as is.
4. The community based use clearly fall in line with the Districts mission and vision.
5. The District stores a tremendous amount of supplies, boxes, tools, food, and emergency supplies for various community groups. The warehouse is well positioned to support this mission based on its location and access outside the security gate area. The Board may

considering keeping the D2 space to provide storage for uses previously approved. These include the following:

- a. KidZone Museum: Various items currently stored in east facing container at the bottom of the Tower.
 - b. Trails and Vistas: Various items currently stored in west facing container at the bottom of the Tower.
 - c. Foriver (Watershed Council): Tools and various items currently stored in Warehouse D. *Kidzone, Trails and Vistas, and Foriver were previously in Hangar J04. Each group was moved to other locations so that J04 could be rented to an aeronautical tenant.*
 - d. Friends of the Truckee Library: Books currently stored in Warehouse D. *Foriver and Friends of Library will most likely need to be relocated at some point in the future based on approved use of Warehouse D.*
 - e. SWEP: M18 endcap
 - f. American Red Cross: M18 endcap; and a trailer stored near the shop
 - g. Tahoe Forest Hospital EMS: M18 endcap
 - h. Boy Scouts: Items currently stored in attic space above Sierra Aero offices. *Will need to be relocated with the Sierra Aero/ Hangar 1 expansion.*
 - i. The following groups have vehicle and/or trailers stored on Airport property: Truckee Donner Land Trust, Truckee Optimist, Tahoe Nordic Search & Rescue, and Tahoe City PUD Music Festival.
 - j. Seasonal Storage: Truckee Community Christmas and Toy Drive, Boys Scouts Christmas Trees. *These three groups were accommodated in Warehouse D during the 2017 holiday season.*
6. The warehouse makes a great home for organizations such as the Makerspace based on the visibility from the road and the potential to install storefront type facilities that face Soaring Way.

FISCAL IMPACT: Approximately \$147,606 over 5 years (\$29,512 per year) of foregone revenue for unit D2.

PUBLIC COMMUNICATIONS: The District will leverage the opportunity to promote all partnerships through our channels. These include print media, radio, newsletter, and website.

SAMPLE MOTION(S): None required informational only.

ATTACHMENTS:

Project Mana Proposal Letter and Presentation

Warehouse Floor Plan

TRU-FC Proposal Letter